



DEPARTMENT OF PERSONNEL


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MEMO PERD #32/97

November 24, 1997

MEMORANDUM

TO: All State Agencies
Designee for Personnel Rule Distribution

FROM:  Sharon P. Murphy, Director
Department of Personnel

SUBJECT: REGULATIONS CHANGES

Enclosed are two sets of regulations which were adopted by the Personnel Commission on September 19, 1997, without change. Both sets became effective October 27, 1997, the date they were filed with the Secretary of State.

Please see that department heads, division heads and personnel officers, as appropriate, are notified of the changes. As soon as these revisions are codified by the Legislative Counsel Bureau, we will be sending out copies in quantity for distribution.

I also want to take this opportunity to remind you that, as a result of recent legislation, we are now required to conduct a workshop prior to holding a public hearing to amend administrative regulations. This will increase the time involved in amending the Rules and Regulations for Personnel Administration. Consequently, any additional advance notice you can provide in proposing regulation changes would be very helpful in meeting these time frames.

Thank you for all your assistance. If you have any questions regarding the enclosed regulations, please contact Phil Hauck at 687-4053.

SPM:dsb

Enclosures